

**VIRGINIA: AT A WORKSHOP MEETING OF THE BOARD OF SUPERVISORS HELD
IN THE POWHATAN VILLAGE BUILDING CONFERENCE ROOM, 3910 OLD
BUCKINGHAM ROAD IN POWHATAN COUNTY, VIRGINIA, AND REMOTELY BY
ELECTRONIC MEANS ON FEBRUARY 19, 2021, AT 1:00 P.M.**

Board of Supervisors Present: David T. Williams, District 1,
Michael W. Byerly, District 3
Bill L. Cox, District 4, Vice Chairman
Karin M. Carmack, District 5, Chairman

Board of Supervisors Absent: None

County Staff Present: Ned Smither, County Administrator
Bret Schardein, Deputy County Administrator
Tom Lacheney, County Attorney
Ramona Carter, Director of Public Works
Charla Schubert, Director of Finance
John Wood, Director of Information Technology
Faye Barton, Treasurer
Jamie Timberlake, Commissioner of the Revenue
Karen Alexander, Director of Elections and Voter
Registration
David Dunivan, Building Official
Sharon Rochelle, Director of Social Services
Audra Morris, Children's Services Act Coordinator
Mary Anne Woodel, Recreation Manager

Constitutional Officers Present: Brad Nunnally, Sheriff

Guests Present: None

1. Call to Order

Chairman Carmack called the meeting to order at 1:00 p.m.

- a. Identify Public Entity members physically and/or electronically present

Mrs. Carmack identified the Board members, Mr. Smither, and Mr. Lacheney, and their locations. (Edit as needed)

- b. Identify the persons responsible for receiving public comment

County Administration staff will accept emailed comments at administration@powhatanva.gov. Any comments received until 6:30 pm, on the day of the meeting will be entered into the meeting minutes.

- c. Identify opportunities for the public to access the electronic meeting

The public was able to participate in the meeting by using: <https://zoom.us/j/398095011> by computer. Phone access was possible by dialing: US: 1-929-205-6099 or 1-312-626-6799. As always, the public could view the live feed from the County website. (edit link as needed)

- d. Identify opportunities for the public to participate in such an electronic meeting

The public was able to view and participate in the meeting live with the Zoom meeting link. During the public comment period, members of the public could raise their hands using the zoom controls on their screens, or press *9 on their phone.

2. Pledge of Allegiance

Mr. Cox led the Pledge of Allegiance

3. Invocation

Mr. Williams led the Invocation

4. Requests to Postpone Agenda Items and Additions, Deletions or Changes in the Order of Presentation

None

5. Formal Approval of Agenda

Chairman Carmack made a motion to approve the agenda as presented. Mr. Byerly seconded the motion.

David T. Williams, Michael W. Byerly, Bill L. Cox, Karin M. Carmack voted AYE

VOTE 4-0
MOTION Passed

6. Public Comment (time limit 3 minutes per individual/5 minutes per group, 30 minutes total time limit that can be extended by the Board)

Chairman Carmack opened the first public comment period.

Nd

Seeing no one come forward, Chairman Carmack closed the first public comment period

7. Old Business

a. Discussion of FY22 Budget

Mr. Smither presented a PowerPoint slide that had five areas of discussion for this meeting.

1. Schools Forecasted Budget

a. Funding Strategies

This slide looked at the two ways that the Board can come up with the budget for the schools. The first is to gather a proposed budget, then subtract funding, and the remainder is the local contribution. The second is that we just give the Schools a number, and they add their funding resulting in the budget.

It was agreed upon by Mr. Williams and Mr. Cox that the Schools not end up with a large surplus at the end of the year.

Mr. Byerly explained that the Board gives the School money in different categories and asked for the breakdown of money going into those categories. Mrs. Shubert agreed to provide the totals for each category.

Mr. Williams, Mr. Byerly, Mrs. Schubert, Mr. Cox, and Mr. Timberlake clarified and discussed the federal and state funding the Schools receive and how much the County provided.

b. School Funding Process-Appropriation vs Cash 2019

This slide show how the Schools were funded in 2019. Mr. Smither explained that they took the estimated revenue and subtracted that number from the actual revenue that came in which left a negative variance. The appropriations to the schools were subtracted from the actual expenditures leaving a savings. The negative revenue variance was subtracted from the savings.

Mr. Cox asked to see the CARES Act in these variables.

2. Real Estate Tax Assessment Rate discussion

Mr. Smither provided a sheet that was distributed to the Board members. This sheet broke down all the percentages that are associated with the real estate tax.

Mr. Cox stated that the projected tax increases are too aggressive as far as revenue is concerned.

Mr. Williams stated that he would prefer to be more conservative.

Mrs. Carmack stated that staircasing down the percentages would be better than just lowering the rate.

3. Potential Staffing Changes

Mr. Smither presented a spreadsheet with all the requested positions, salaries, and year added.

Mr. Smither, Mr. Williams, Mr. Byerly, Mr. Cox and Mrs. Carmack discussed at length the different departments and the positions asked for.

Mr. Timberlake, Sheriff Nunnally, Mrs. Alexander, Mrs. Rochelle, Mrs. Morris, Mrs. Carter, Mr. Dunivan, and Mrs. Woodel, all helped the Board understand the positions and their necessity by answering questions.

Mr. Cox pointed out that this is a big number of employees and doesn't feel as though the County can afford it.

4. CIP Discussion

Mr. Smither, Mr. Cox, Mrs. Carter, and Mr. Shardein, discussed where staffing could be located in the coming years.

The two options for the Landmark Center came down to renovate or tear down the building. The decision was split between; Mr. Byerly who wants to renovate, Mr. Cox who wants to tear it down, and Mr. Williams who wanted more proof one way or the other.

Mr. Williams proposed seeking actual businesses that are willing to put forth money to rent out the building.

Mr. Smither suggested putting out a PPA for businesses. This PPA outlines what we would like to see and the businesses put forth the money for it. Mr. Cox added that he'll only agree to a PPA if there is an end date for the decision.

All Board members agree to pursue the PPA route with the Landmark Center.

8. **Public Comment** (time limit 3 minutes per individual/5 minutes per group, 30 minutes total time limit that can be extended by the Board)

Chairman Carmack opened the second public comment period.

Seeing no one come forward, Chairman Carmack closed the second public comment period.

9. County Attorney Comments

None

10. County Administrator Comments

None

11. Board Comments

Mr. Byerly wanted the public to know that there is a new COVID hotline that's available. The number is (804) 905-9970.

12. Adjournment

Chairman Carmack adjourned the meeting at 4:58 pm.

These minutes were approved on August 23, 2021.

Ned Smither, Clerk **Date**
Powhatan County Board of Supervisors

Karin M. Carmack, Chairman **Date**
Powhatan County Board of Supervisors

Recorded Vote:

<i>David T. Williams</i>	Aye
<i>Tom E. Berry</i>	Aye
<i>Michael W. Byerly</i>	Aye
<i>Bill L. Cox</i>	Aye
<i>Karin M. Carmack</i>	Aye